

ADMINISTRATIVE - INTERNAL USE ONLY

INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 2 DECEMBER 1986

1. Progress Report on Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

NO (1) Key CONIF personnel attended a recent briefing on the Coopers and Lybrand report, which is of interest in terms of it's comments about the CONIF System. These same personnel are continuing with decentralized contract teams visitations and will visit OC on 9 December.

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NO (3) The OL Wang Systems Coordinator met with the Procurement Division (PD) Working Group to examine methods and/or applications to improve contract production. The agenda for a PD Wang Users Brown Bag Seminar in mid-December is being planned and will include the demonstration of a new application to create a regularly-used form.

B. Planning

On 25 November IMSS and P&PD represented OL in a meeting on FY 1990 Research and Development (R&D) Initiatives. The meeting, chaired by the DDA Management Staff, was held primarily to allow the Office of Research and Development (ORD) an opportunity to discuss two of their R&D initiatives; one on automated training and one on text handling. In relation to automated training, ORD is exploring a means of using the future Agency standard terminal as a training device. Assuming that terminals would be available to all Agency employees, ORD conceptualizes a time when employees could take Agency courses through terminals that could provide instruction, issue tests, score them, and issue course credit. In relation to text handling, ORD intends to survey Agency components for text handling requirements. IMSS and P&PD pointed out that P&PD

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would want to be involved. When ORD called for any new ideas for FY 1990 R&D, IMSS submitted the NBPO suggestion for research directed toward developing standards for Radio Frequency Interference (RFI) shielding.

C. CLAS

(1) Briefing: DC/IMSS briefed the D/L, DD/L, EO/L, and C/IMSS on the status of the CLAS project and factors that may affect the direction of CLAS. As a result of the briefing D/L tasked Baker with preparing an assessment paper on the CLAS project for the past twelve months.

(2) Documentation: As part of the review process, the CLAS teams are re-evaluating documentation from Cullinet, which is not known for its user-friendliness. Cullinet had their user manuals rewritten this past summer and the teams are comparing the new documentation with the old.

D. Headquarters Claims Review Board

Status of Headquarters Claims Review Board personal property claim for November 1986 is as follows:

Received	12
Adjudicated:	13
Amount Claimed:	\$19,021.46
Amount Paid:	\$13,375.95

E. Regulations

IMSS actions on regulations included the following:

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3. Significant Events Anticipated During the Coming Week

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(1) Briefing: DC/IMSS is scheduled to brief D/OIT on Tuesday, 2 December on the CLAS project.

4. Perspective of Staff Activities

None

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